

MINUTES

Highway Expansion and Extension Loan Program

Advisory Committee Meeting December 1, 1998

Committee members participating in meeting conference call:

Cliff Potts, Payson
Bruce Hilby, Phoenix
Gary Magrino, Yuma

Jeff Martin, Mesa
Paul Schwartz, Sun City

Others Present:

Suzanne H. Sale, Designated Chair
Laurie Woodall, Attorney General's Office.
James Keane, Senate Research Analyst
Vicki Tsutsumida, FHWA

Tim Ahrens, ADOT
Sabra Mousavi
Evamae Nye

Call to Order and Opening Remarks

The telephone conference meeting was called to order by Suzanne Sale. She stated that Mary Peters was on leave and not able to join the conference call. It was noted that she was comfortable with moving ahead with the draft report. Suzanne Sale was designated by Ms. Peters to Chair the meeting.

1998 Annual Report

The primary purpose of the meeting was to finalize the Committee's first annual report required under HB 2488, the HELP legislation, and to take action formally approving the report for submission to the Governor and Legislature.

Suzanne called upon the Committee members to report any additional changes they might have to the draft report previously faxed to the members. It was noted that staff had some recommended enhancements to the report which Suzanne reviewed. All previous recommendations having been taken into consideration, the Committee agreed that the report was acceptable.

Regarding staff recommendations, Suzanne first addressed the letter of transmittal. She noted that she added another sentence on the draft letter: "Given the significant gap in Arizona between highway needs and available revenues, the new Highway Expansion and Extension Loan Program is expected to make an important contribution to Arizona's transportation future." The question was asked if the figure of the \$34 million for the Mesa loan was going to

change or would it remain the same. The \$34.5 million is the current estimate. Mr. Martin noted that for the purpose of this report, the figure should stay the same. The City of Mesa is going to be bringing a revised agreement in January or February.

Paragraph three, page four, the second sentence was modified for clarification. The restructured sentence is as follows: The City of Mesa is providing a loan of local monies to fund the construction phase of the project, representing a majority share of the total project cost in terms of the report. Ms. Sale noted that there may be some minor editing changes as the report is finalized.

Gary Magrino joined the teleconference call at approximately 1:20 p.m.

Page seven, the table will be moved for placement on one page.

Page eight: It was asked if the members should be grouped by appointing entity, i.e. the Senate appointments; the House appointments and the Governor's appointments. The Committee agreed that it was not necessary to change the order.

The table on page eight was changed to incorporate the city loan to ADOT. The amount was corrected to \$34.5 million.

Jeff Martin suggested that the chart highlighting the flow of funds to and from the HELP fund should not be shaded for purpose of readability.

Mr. Potts moved for approval of the report with the changes as proposed by Suzanne Sale, the change in the box on page 9 to provide for unshaded boxes, and also to allow the additional editing of the document for "house cleaning" purposes. Bruce Hilby seconded the motion. Ms. Sale called for a vote. The motion carried unanimously.

Staff Report

Ms. Sale reported that staff has been working on the loan application package and process. The target is to distribute the document to the Committee members to provide an opportunity to review it prior to the next meeting on December 15. The package will include the evaluation criteria, background and introductory material, a sample application form and also an explanation of what is to be included in the application form. There will be a number of policy issues to be considered. These areas will be highlighted for the consideration of the Committee. Discussion took place on how the Committee may move forward on this item.

Mr. Martin suggested that the Committee review the document for the purpose of taking action at the December 15th meeting of the Committee. Committee

members discussed getting the application package into the hands of the various stakeholders and the public. Suzanne Sale suggested that when the draft report is issued, staff could post the notice for the next meeting and indicate copies would be available to the public by calling a contact phone number.

Mr. Martin suggested that the document be sent out to some of the organizations i.e. the COGs etc. Copies can also be sent to the stakeholders who attended the working session in January 1998. This group included the Metropolitan Planning Organizations (MPO's) and Council of Governments (COGs). A press release was recommended to provide information on the Committee, their purpose and goals, and what has transpired to date. Contact information for the public who would want to be added to the interested party list could be provided in the article. Suzanne requested that the Advisory Committee members submit the names of interested parties at the local level in their area so that staff can develop a list. It was noted that the application package could be put on the ADOT Web site.

Suzanne discussed the development of the application package relative to the timing. Given the Committee's interest in moving forward with the process, a time line for the process was discussed. The Committee could finalize the document at their meeting tentatively set for January 5. The package, after approval by the Committee, must be presented to the State Transportation Board for final approval. The Board is to have a study session January 7. The draft package could be presented to the Board for a briefing at the study session and brought to the State Transportation Board to take action at their meeting on January 15, 1999. Discussion ensued.

Mr. Magrino stated that he would like the Committee to have some extra time to get feedback from their customers. Suzanne stated that if we reach the targeted date, and if the Committee determines that there has not been adequate feedback, then the schedule could be changed to provide more time for comment. A suggestion was made to have the recipients acknowledge the receipt of the "package", even if they do not make comment.

The recommendation was for the Committee to meet in on December 15 to review the draft application and to discuss some of the policy issues related to the draft application. Members participating concurred.

Call to the Public

No comments.

Future agenda and next meeting

The proposed agenda items for the next meeting is as follows:

1. Review of the application package and decisions on the policy issues.
2. Proposed new legislation
3. Transportation funding in Arizona
4. Definition of terms
5. Update on the Mesa IGA and loan restructuring

The next meeting will be December 15, 1998 at 1 p.m. in the State Transportation Board Room, 206 S. 17th Avenue, Phoenix.

The first meeting in 1999 was tentatively set for Tuesday, January 5, at 1 p.m. in the State Transportation Board Room.

Meeting adjourned on a motion by Bruce Hilby and seconded by Jeff Martin.